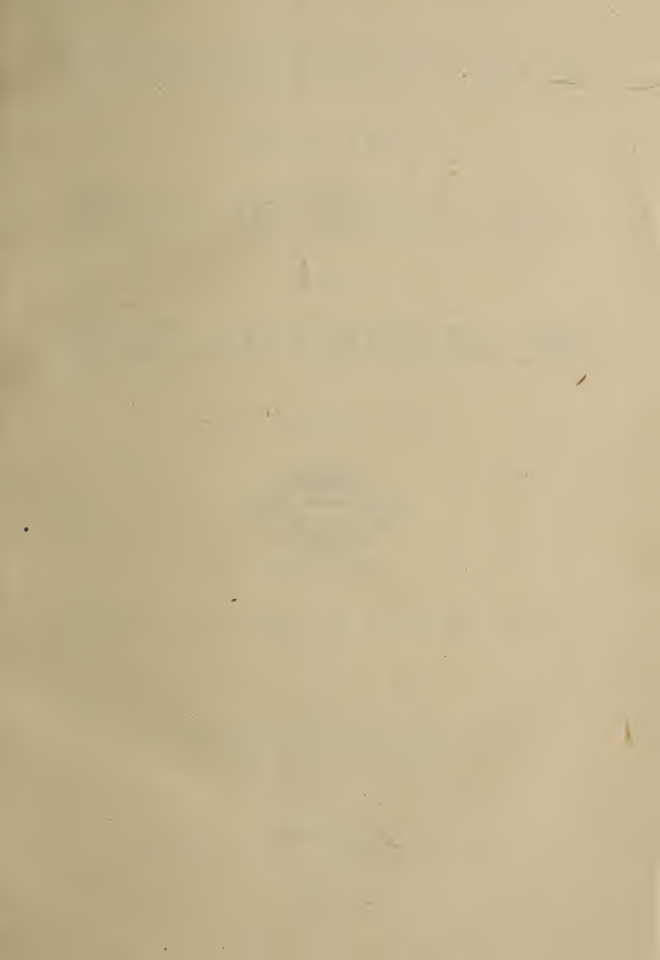




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CONSTITUTION,
BY-LAWS,
RULES OF ORDER, ETC.,
—OF—
STIRLING LODGE No. 239,
I. O. O. F.



UNDER THE JURISDICTION OF THE GRAND LODGE OF
ONTARIO.

INSTITUTED AT STIRLING, ONT.,
NOVEMBER 22ND, 1882.

STIRLING:
PRINTED AT THE "NEWS-ARGUS" OFFICE.

1891.

CERTIFICATE OF MEMBERSHIP.



STIRLING LODGE, No. 239, I.O.O.F., STIRLING, ONT.

This is to Certify that Bro.

was duly admitted a member of this Lodge by

on the *day of*

in the year of

our Lord One Thousand Eight Hundred and

N. G.

R S.

‡ CONSTITUTION ‡
—OF THE—
SUBORDINATE LODGES
—UNDER THE—
JURISDICTION OF THE GRAND LODGE OF ONTARIO,

As Adopted at Toronto, August 14th, 1890.

PREAMBLE.

BY the authority vested in it by its Charter, and by the laws and usages of the Order, the Grand Lodge of Ontario, of the Independent Order of Oddfellows, hereby ordains the following as the CONSTITUTION of all Subordinate Lodges working under its immediate jurisdiction:

TITLES AND POWERS.

Clause 1.—This Lodge shall be constituted of at least five members of the Third Degree, or Degree of Truth, and shall be hailed and entitled STIRLING LODGE No. 239, I. O. O. F., OF ONTARIO, and shall possess the full powers and privileges of a Subordinate Lodge, holding a legal, unreclaimed and valid Charter, duly granted and formally presented by the Grand Lodge of Ontario.

MEMBERSHIP.

Clause 2.—Candidates for membership, by initiation, in this Lodge, must be free, white males, of not less than twenty-one years of age, of good moral character, and in sound health, and resident within the jurisdiction of this Lodge.

Clause 3.—Every application for membership must be submitted in writing in the form provided by the Sovereign Grand Lodge, and must be accompanied by a reference to at least two other members of the Lodge, and a certificate of good health from a physician selected by the Lodge, on the form provided by the Grand Lodge.

Clause 4.—The application so made shall be referred to a committee of three members, two of whom shall be appointed by the N.G., and one by the V.G., who shall report thereon at the next regular meeting unless excused by a two-thirds vote of the members present, or unless the application be withdrawn by the proposer.

Clause 5.—A ballot shall be taken on the application immediately after the presentation of such report, when, if less than three black balls be found the candidate shall be accepted; if three or more, he shall be rejected, and so declared; and any proposition fee prepaid by him shall be returned.

Clause 6.—Any Brother or Ancient Oddfellow, desirous of joining this Lodge, must present a Withdrawal Card or Dismissal Certificate from the Lodge of which he was previously a member, and his application shall then be disposed of according to the above regulations, provided that, in case of the application of a brother, who, within six months previous to such application, has been a member of a Lodge which has merged into or united with this Lodge, the vote necessary to receive shall be a majority vote by ballot.

Clause 7.—Any candidate requiring admission more than thirteen weeks after his election must be again proposed and balloted for, as in the case of a new candidate.

Clause 8.—The rejection of any candidate for membership shall be immediately intimated to every Subordinate Lodge in the city, town or village in which such rejection takes place.

Clause 9.—No candidate for membership by initiation who has been rejected can again be proposed until at least six months after his rejection.

Clause 10.—No person shall be admitted to honorary membership in this Lodge, nor hold membership in this or any other Subordinate Lodge in this Order at the same time.

Clause 11.—No proposition for membership, either by initiation or by card, shall be received or acted upon, if the applicant's residence be out of this jurisdiction (with out the consent of the Grand Master of the jurisdiction in which he resides), nor if his residence be nearer to any other Lodge by the nearest travelled route, unless consent of the latter be obtained; and in the event of a violation of this clause, this Lodge shall pay over all fees received from such applicant to the Lodge within whose jurisdiction he resided, and shall also be liable to suspension by the Grand Lodge or Grand Master.

Clause 12.—This Constitution for the government of Subordinate Lodges, and the By laws and Rules of Order made thereunder, and the Constitution and By-laws and Rules of Order of the Grand Lodge of Ontario, shall constitute the contract between the Order and each member thereof; and every member from the time of his initiation or admission by card, and so long as he continues in membership in the Order, shall be bound by every clause and article therein contained, and shall be subject thereto in every particular.

Clause 13.—Every member shall sign the Constitution and By-laws of this Lodge on his admission thereto, but such signature shall not be necessary for the authentication of the aforesaid contract, which contract is complete by the member's initiation or admission by card, such admission by card dating always from the time that he has been accepted by vote of this Lodge; and every member

shall be subject to the said laws as aforesaid, although he may not have signed his name thereto.

DEGREES.

Clause 14.—Every member previous to his receiving any of the degrees shall present a certificate from the P.S. that he is not in arrears to the Lodge, and that he has paid all charges for the said degree; after which he shall be balloted for. Balloting shall be had when the Lodge is open in the Third Degree, and one ballot shall be taken for all the degrees for which he has applied.

Clause 15.—If, on such ballot, three or more black balls appear, the applicant shall be rejected, otherwise he shall be considered eligible, and shall be admitted to the Degree or Degrees applied for. In case of rejection he shall not be again balloted for to receive the Degrees unless two weeks' notice is given immediately preceding the meeting at which such ballot is taken.

CARDS.

Clause 16.—Any member in good standing and clear of the books, desiring to withdraw from this Lodge, may signify such desire either personally in open Lodge or by a letter addressed to the Secretary, whereupon the Lodge shall proceed to a ballot, with ball ballots, and a majority vote of the members present shall be necessary to the granting of such Withdrawal Card. If a majority of the members present refuse to grant such Card, the applicant therefor may tender a written resignation of his membership, and shall be entitled to receive from the Secretary, under the seal of the Lodge, a certificate that he has resigned membership, and such certificate shall be sufficient evidence that the member was in good standing at the time of his resignation; provided that, upon the refusal of the card, the member applying for the same shall have the right of appeal to the Grand Lodge.

Clause 17.—Any member of this Lodge in good standing and free from all charges shall be entitled to a Visiting Card on payment of all dues for the period for which said Card is required, and of a fee not exceeding fifty cents.

During recess of the Lodge such Card may be issued by the N. G. and Secretary.

RE-ADMISSION.

Clause 18.—Should any member receiving a Withdrawal Card from this Lodge apply within twelve months thereafter to be re-admitted to membership and be accepted, the Lodge may remit in his favor the entrance fee, or any portion thereof.

ELECTIVE OFFICERS.

Clause 19.—The Elective Officers of this Lodge shall be Noble Grand, Vice-Grand, Recording Secretary, Permanent Secretary and Treasurer

Clause 20.—No brother shall be eligible for the office of N.G. until he has served a term as V.G., nor of V.G. until he has served a term in some inferior office, except that of Chaplain, has attained the Third Degree and is in good standing. All officers shall be eligible for re-election.

Clause 21.—Nominations for the Elective Offices shall be made only at the two meetings next preceding that fixed for the elections thereto, and no nominee shall be balloted for who has not signified his willingness to accept the office for which he may be named.

Clause 22.—The Election of Officers shall take place at the last regular meeting in each term. If for any elective office, or for the office of Representative to the Grand Lodge, only one member shall be in nomination, such member shall be declared elected by acclamation; should there be two or more candidates duly nominated, the members present shall proceed to elect one of such candidates by ballot; and only members in good standing shall be entitled to vote.

Clause 23.—A majority of all the legal votes cast shall be necessary to election. Should there be no choice of an officer on any ballot, a new ballot shall forthwith take place, and after each ballot the name of each candidate who may have received the smallest number of votes, as well as those who shall receive no votes, shall be withdrawn.

APPOINTED OFFICERS.

Clause 24.—The appointed Officers of this Lodge shall be W., C., O.G., I.G., R.S.N.G., L.S.N.G., R.S.V.G., L.S.V.G., R.S.S. and L.S.S., and the Lodge may at its option add a Chaplain.

Clause 25.—These Officers shall be appointed by the N.G., immediately after his installation, except the R.S.V.G. and L.S.V.G., who shall be appointed at the same time by the V.G.

Clause 26.—All members appointed as Officers must be in good standing and must have attained to the Third Degree.

Clause 27.—The N.G., with the consent of the Lodge, may appoint as O.G. a brother of the Third Degree belonging to any other Lodge in this jurisdiction.

Clause 28.—This Lodge may at any time elect a Physician, Solicitor, or other officer, required for the operation of the legitimate work of the Lodge, but the person so elected, shall not, as such officer, be subject to any of the laws of the Order relating to membership, qualification, or honors, and may be elected under a by-law, resolution, or in any manner and at any time that the Lodge may decide.

INSTALLATION.

Clause 29.—The Officers of this Lodge shall be installed at the first regular meeting in the term for which they have been elected or appointed, except that the installation of an officer chosen to fill a vacancy may take place on the night of his election or appointment. An officer re-elected or re-appointed must be again installed.

VACANCIES IN OFFICE.

Clause 30.—Any office, the occupant of which may have been absent without satisfactory excuse from three successive regular meetings, may be declared vacant by vote of the Lodge, on a motion to that effect, provided notice of such motion has been given at the regular meeting previous to that at which the vote is to be taken.

Clause 31.—Any vacancy in office by resignation, death or otherwise, shall be filled by election or appointment, as the case may be. In the case of elective officers, the election may take place on the second night of nomination; and the members so elected or appointed shall be entitled to the privileges and honors of the office, provided they complete the term.

DUTIES AND POWERS OF OFFICERS.

Clause 32.—The Officers of this Lodge shall perform such duties and be invested with such powers as are prescribed by the Charge Books and Usages of the Order, the Laws of the Grand Lodge of Ontario and of the Sovereign Grand Lodge, and the By laws and Resolutions of this Lodge.

SESSIONS.

Clause 33.—This Lodge shall hold its meetings weekly or semi-monthly, on such evening and at such time as may be provided by its By-laws, provided always, that if its terms are semi-annual, twenty-six nights' service shall constitute the term of office, and if yearly, not less than twenty-four.

Clause 34.—Special sessions may be called by the N.G. or in the absence of that officer from the place by the V.G., such notice therefor being given as may be required by the By-laws of the Lodge. The notice shall contain the particular reason for calling the same, and no business but that expressed in such notice shall be entered upon at such special meeting. It shall be the duty of the N.G. to call a special meeting when requested in writing so to do by not less than five members.

Clause 35.—Should any regular meeting fall upon any legally established or recognized holiday, the Lodge may, by resolution passed at the preceding regular meeting, omit such meeting; and any business that should by law or resolution be transacted at that time shall be taken up at the regular meeting following.

Clause 36.—No business shall be transacted at any regular or special meeting, unless at least five members of

this Lodge be then present, nor otherwise than according to Rules of Order annexed to this Constitution.

Clause 37 —Members of other Lodges may be admitted as Visitors, provided they give the password for the term, present a proper card, or are introduced by an elective Grand Officer, or by any Representative to the Sovereign Grand Lodge from the Grand Lodge or Grand Encampment of Ontario.

TERMS.

Clause 38.—The terms of this Lodge shall be semi-annual or annual, as provided by its By-laws, and shall commence on the first regular meetings in July and January respectively, if semi-annual, and on the first regular meet in January if annual.

Clause 39.—Every term shall be held to close on the day on which the succeeding one may commence, and at the moment the Lodge opens.

RETURNS.

Clause 40.—It shall be the duty of the N.G. and Per. Sec. to prepare and forward to the Grand Secretary of Ontario, immediately on the expiry of their term of office, a regular return of the work of such term, with the result of election of officers, etc, in accordance with such blank form of semi annual or annual return as the Grand Lodge may from time to time direct to be used.

Clause 41.—Such semi annual return shall be accompanied by the amount due the Grand Lodge, the same being twenty-five cents for each unsuspended member on said return.

Clause 42 —A fine of two dollars shall be payable by this Lodge for every month that may elapse after the close of any semi-annual term and until the returns required by the preceding clauses are placed in the possession of the Grand Lodge, and a further fine of fifty cents per day for every day, that shall elapse after the 25th day of July, until the returns for the term preceding are sent to the Grand Secretary.

Clause 43 --Should this Lodge, or the officers thereof, fail to make the returns required by the preceding clauses for twelve months, it shall thereby become liable to the forfeiture of its Charter, and it shall be the duty of the last installed officers to transmit or surrender to the Grand Master, on requisition from him to that effect (or to such other brother as may be appointed by the Grand Lodge or Grand Master to receive the same), the Charter, books, papers, furniture and funds of the Lodge.

CONTRIBUTIONS.

Clause 44.—There shall be one general fund for the payment of all benefits, charity and expenses of maintenance; but the Lodge may provide, by its By-laws, for the institution of a special fund or funds, for any of the benevolent purposes contemplated by the Order.

Clause 45.—The receipts and disbursements on account of any special fund shall be kept separate and distinct from the general fund, and any money appropriated to a Widows' and Orphans' fund shall be used only for the payment of benefits and relief to the widows and orphans of deceased members of this Lodge. No portion of the regular dues, initiation or degree fees of the Lodge shall be applied to a contingent fund or special fund provided for amusement or entertainment purposes, or for any purpose other than the payment of benefits, relief and general maintenance.

Clause 46.—The initiation fee of this Lodge must be paid, in every case, previous to the admission of the candidate, and shall not be less than five dollars; and the fees for Degrees shall not be at a less rate than two dollars for each of the three Degrees.

Clause 47 —The contribution of each member to the general fund of this Lodge shall be determined by By-law, provided it be not less than ten cents per week; and the Lodge may require the same to be paid quarterly in advance.

Clause 48.—The fee for a Withdrawal or Visiting Card shall not exceed fifty cents, and may be applied to the

general fund or any special fund, as the Lodge may provide by its By-laws.

Clause 49.—Such monies in the possession of the Lodge as may not be required for immediate use may be invested in stock debentures, or securities of the Government of Canada, or of the Province of Ontario, or in securities which are a first charge on lands held in fee simple; but in no case shall they be loaned to members of the Order; nor shall they be loaned to individuals on personal security, or invested in private enterprises of any kind.

Clause 50.—Whenever the available cash assets of this Lodge shall be reduced below an amount equal to ten dollars for each unsuspended member, the Lodge may, either by by-law or by resolution adopted after two weeks' notice, assess its members equally in a sum sufficient to increase the funds to the amount required to make up the deficiency.

DISBURSEMENTS.

Clause 51.—Every member, qualified as required by the By-laws, if rendered incapable of following his usual or other attainable occupation by sickness or disability (not occasioned by drunkenness or other immoral conduct on his part) or by reason of infirmity from old age, having no available means of support, shall be entitled to receive from the General Fund such weekly sick benefit as may be fixed by the By-laws, provided such weekly benefit shall not exceed one half the amount of the annual receipts per member, from dues and permanent investments. The Lodge shall not be held to pay such benefit for any term of sickness shorter than one week; but after one week's sickness the Brother shall be entitled to benefits for each additional day or days that he may be ill.

Clause 52.—The Lodge may provide by its By-laws for the reduction of the weekly sick benefit payable to any member after such member has received benefits for twelve months of continuous sickness, and such By-law shall apply to any member who may be receiving benefits at the time of its adoption.

Clause 53.—In case of the death of a member, qualified as required by the By laws, there shall be paid to his widow, children or other relatives who may at the time of his death have been depending on him for support, a Funeral Benefit, in such sum as may be fixed by the By-laws of this Lodge. In the event of the deceased member leaving no such dependent relative, the said Funeral Benefit, or as much thereof as may be necessary, shall be applied by the Lodge to defraying his funeral expenses—if any are incurred.

Clause 54.—The Lodge may, by its By laws, make such provisions as shall seem meet for the relief of members in a state of pecuniary distress.

Clause 55 —The Lodge shall make such disposition of its Widows' and Orphans' Fund for the relief and benefit of the widows and orphans of deceased members of this Lodge, who were in good standing as required by the By-laws at the time of their decease, as it shall see fit, except by annuity.

Clause 56.—The Lodge may, by By Law, fix the time after admission at which a member shall become entitled to benefits, but a member admitted on an unexpired Withdrawal Card shall be entitled to benefits immediately upon his admission to membership

PENALTIES.

Clause 57.—Any member who shall violate any of the laws, principles or practices of the Order, or any part of the Constitution or By-laws of this Lodge, shall be subject to be fined, reprimanded, suspended or expelled, as the By-laws may direct, ancient usage require, or the Lodge determine.

TRIALS.

Clause 58.—Every member charged with an offence involving reprimand, suspension or expulsion (unless for non payment of dues), shall be entitled to a fair trial, in accordance with the provision of this Constitution, and of the Rules of Procedure on Trials adopted by the Grand Lodge.

Clause 59.—No member of this Lodge shall be put on trial, unless charges duly specifying his alleged offence shall be first submitted to the Lodge in writing by one or more members of the Order in good standing.

Clause 60.—Any charge or charges so preferred shall be referred to a committee of five members, to be chosen by ballot, three of whom shall be a quorum; which committee shall, with as little delay as the case will admit, summon the parties, and examine and determine the matter in question, in accordance with the Constitution and Rules of Procedure on Trials. In selecting this committee, only one name shall be written upon any ballot.

Clause 61.—Should the report of the Trial Committee not recommend the suspension or expulsion of the member under trial, it shall be acted upon by the Lodge on the night it is presented, unless objection is taken by any member, in which case action shall be deferred until the next regular meeting. Should the Lodge adopt the report of the committee, such action shall be final, unless appeal is taken to the Grand Lodge.

Clause 62.—Should the Committee report in favor of suspending or expelling the member, a motion to that effect shall be submitted to the Lodge by two or more of their members, in their name.

Clause 63.—Any motion for the suspension or expulsion of a member shall be announced at the two regular meetings previous to that on which it is to be decided, which last meeting the member under charge shall be summoned to attend; and at the time so appointed, whether the implicated member be present or not, the Lodge may proceed to consider and determine the question, and may either alter, amend, adopt or reject the motion made on behalf of the Trial Committee.

Clause 64.—Any member interested shall have the right of appeal to the Grand Lodge of Ontario, provided such appeal be forwarded to the Grand Secretary within two months from the date of the action of the Lodge on the matter to be appealed against, said appeal to be prosecuted in the manner prescribed in the By-laws of the Grand

Lodge; and no member shall carry the case to any of the Civil Courts until after the same has been adjudicated upon by the Grand Lodge of Ontario, and, on further appeal, by the Sovereign Grand Lodge.

Clause 65.—When any member suspended for a definite period, for any other cause than non-payment of dues, desires to be reinstated before the expiration of his suspension, or, having been expelled, desires reinstatement, his case shall be referred to a committee of five members, who, after due investigation, shall report at the next regular meeting. and if a majority of the members then present shall vote in his favor, he shall thereupon be declared eligible for reinstatement, and, with the consent of the Grand Lodge, may be reinstated.

Clause 66.—No member shall be reinstated until he shall have paid any arrearages against him at the time of his suspension, and all dues and assessments that may have accrued since that date, except in case of a member dropped for non payment of dues.

Clause 67 —No member who has been dropped from membership for non-payment of dues. except members of defunct Lodges, and those possessing dismissal certificates, shall be again admitted to membership in any Lodge of this Order without the consent of the Lodge from which he was expelled or dropped; and in no case shall he be re-admitted without compliance with all the forms for new applicants, excepting the ceremony of initiation, and excepting also that in the case of a non-resident, he shall not be required to re-sign the Constitution.

Clause 68.—Any member of this Lodge who is in arrears for dues for one year, shall be reported to the Lodge by the P.S., and on such report shall be dropped from membership, unless the Lodge, by resolution, extend the time of payment, which extension shall in no case exceed six months; provided that a member under suspension for any cause for a definite period shall not be dropped from membership until the expiration of his term of suspension.

BY LAWS.

Clause 69.—This Lodge shall stand fully invested with the power to adopt from time to time, such By laws and resolutions as may be deemed expedient, and to repeal, alter or amend the same; provided they do not in any wise contravene any part of this Constitution, the Constitution and By laws of the Grand Lodge of Ontario, or the laws, principles or customs of the Order.

Clause 70 —All such By laws shall be immediately forwarded in duplicate to the Grand Secretary, authenticated by the seal of the Lodge and the signature of the N. G. and Secretary, one copy to be retained by the Grand Lodge and the other to be returned to the Lodge, certified as approved, or otherwise, as the case may be; and no such By laws shall be operative until approved by the Grand Lodge, or, in its recess, by its Committee on Laws of Subordinates.

AMENDMENTS.

Clause 71.—This Constitution and the Rules of Procedure on Trials, and Rules of Order for Subordinate Lodges or any part thereof, shall not be altered, amended, suspended or annulled, unless by action of the Grand Lodge of Ontario, and then only by a two thirds vote of the representatives present and voting.

[For the convenience of Lodges, the Rules of Procedure on Trials are placed here, though not part of the Constitution.]

RULES OF PROCEDURE ON TRIALS.

1st.—All charges against members of this Order shall be drawn substantially in the manner prescribed in "Form A," and be submitted direct to the Lodge of which the accused is a member, in duplicate, signed by a member of the Order in good standing. The general charge shall be an averment of "Conduct unbecoming an Oddfellow," followed by specification or specifications, stating the time, place and circumstances of the offence or offences.

2nd.—The Lodge shall, immediately after the reading of the charge, choose by ballot a Committee of five, as

near as possible from among the peers of the accused, three of whom shall be a quorum, to whom the charge shall be referred. In selecting this Committee only one name shall be written upon any ballot, and the first elected shall be the Convener thereof.

3rd.—The accused or accuser, or any member of the Lodge acting for either of them, may challenge, for cause, any name appearing on the ballot. The grounds of challenge shall be stated and considered by the Lodge, and a majority vote shall be necessary to sustain the objection made.

4th.—The Secretary shall affix the seal of the Lodge to one copy of the charge and specifications, and certify it substantially according to "Form B," and serve or cause the same to be served upon the accused, either personally or by leaving it at his usual place of residence. The Secretary shall also certify under seal the duplicate charge and deliver it to the Convener of the Committee, with the notice, according to "Form C," of these rules.

5th.—The accused shall, within one week from the receipt by him of the charge and specifications, serve his plea or answer to the same upon the Convener of the Committee, by either or several of the answers shown in "Form E."

6th.—The Convener of the Committee shall, on receipt of the plea in defence, or at the expiration of the time limited therefor, with reasonable diligence, call a meeting of the Committee, to attend which the accuser or accused shall be served with personal notice, if they can be found, or by leaving the same at their usual place of residence, according to "Form D," at least one week prior to the time fixed for trial.

7th.—At the meeting, a Chairman and Secretary shall be appointed and the trial proceed by examination of the parties and witnesses on their behalf. Either party may amend their proceedings by leave of the Committee.

8th.—The report of the Committee shall state their finding on each specification of the charge, according to "Form F," and shall be accompanied by an accurate

record of their proceedings, rulings and decisions, together with the original evidence taken during the trial, which shall be submitted to the Lodge within a reasonable time after the case has been submitted to them. Should there be a minority report, it may be presented in a similar manner at the same time. The minutes of the Committee should show :—

I. The date and place of each meeting, and the parties present.

II. The exceptions taken by either party, and the decisions thereon.

III. Parol evidence in full, subscribed by the witnesses.

IV. All documentary evidence, marked as exhibits.

9th.—The finding of the Committee shall be entered in the minutes by the Secretary, who shall forthwith notify both parties that the report has been submitted, and all parties shall be entitled to a copy thereof.

10th.—The Lodge shall take up the report for consideration at the regular meeting to be held two weeks after it has been submitted, and may amend, affirm or reverse the finding of the Committee upon any one or all of the allegations in the charge or their ruling thereon.

11th.—The final decision of the Lodge shall be notified to both parties by the Secretary, immediately.

12th.—Either party may appeal from the decision of the Lodge to the Grand Lodge, within three months from the action of the Lodge thereon. The Lodge shall transmit to the Grand Secretary a copy of all the proceedings regularly certified, upon receiving the costs and charges of copying and mailing the same.

FORM A.—CHARGE AND SPECIFICATIONS.

To.....Lodge No,.....I.O.O.F.

The undersigned, a member in good standing of.....
Lodge No.....does hereby charge Bro. A. B. of.....
Lodge No.....with conduct unbecoming an Oddfellow; the
grounds of such charge being more fully set forth in the
following specifications, to wit:

1st. For that he, the said A. B., did, on the..... day of..... 18..at the (*Specify the offence and circumstances, and continue with further specifications. Each separate thing in violation of law to be under a separate place in the charge.*)

Contrary to the laws and usages of the Order.

Date (Signed)

B. B.

FORM B.—NOTICE OF CHARGE TO THE ACCUSED.

(Date).....18....

Bro. I hereby enclose a copy of charge and specifications preferred against you by..... of..... The same was referred to a committee, consisting of.....(*give names*)..... You are required to file your answer to the charge and specifications, according to the form prescribed, within one week from the service of this notice, with the first named member of the committee who will notify you of the time and place of trial.

Fraternally,

.....Secretary.

FORM C.—NOTICE TO CONVENER OF COMMITTEE.

(Date).....18....

To Bro.....

I enclose you a charge preferred by..... againstwhich charge was referred to.....(*give names*) for trial, of which committee you are Convener. The accused was served with a copy of the charge on the.....day of.....and notified to file his answer thereto with you within one week, when you will cause the committee to meet and proceed with the trial.

Fraternally,

.....Secretary.

FORM D.—NOTICE TO ACCUSER OR ACCUSED.

(Date).....18....

To.....A. B. or C. D. (*as the case may be, one to each party*).

The Committee on Trial of the charge and specifications made by.....against.....will meet at.....on.....day of.....at o'clock p.m., to hear and determine the same. You are required to attend with your witnesses, and (*prosecute or defend the same, as the case may be.*)

I am yours fraternally,

.....Convener of Committee.

FORM E.—PLEAS IN DEFENCE.

I, A. B., mentioned in the charge and specifications, preferred by B. B., on the day of say :

1st. That the offence in the charge mentioned is not within the legal jurisdiction of the Lodge.

2nd. That I am not guilty.

3rd. Guilty.

4th. I admit the fact stated, but will justify the alleged offence

5th. The complaint is frivolous.

FORM F.—REPORT OF COMMITTEE ON TRIAL.

(Date).....18....

To.....Lodge No.....I.O.O.F.

The undersigned (*a majority of the*) committee appointed to investigate the charge and specifications preferred by against respectfully report as follows: (*State the finding on each specification.*) The minutes of the committee, evidence taken, and papers pertaining to the trial are submitted herewith.

[Signed by the Committee.]

FORM G.—DECLARATION OF WITNESS.

You sincerely declare, upon your honor as an Oddfellow, that the evidence you shall give in the matter of against now pending, shall be the truth, the whole truth, and nothing but the truth. Thus you declare.

[The following additional forms are recommended by the Sovereign Grand Lodge as are here submitted, modified to suit the laws and usages of this jurisdiction. Notices to accused and to witnesses should, if possible, be delivered personally, and should be endorsed on the back as delivered over the signature of the person so delivering; and the receipt thereof should be acknowledged over the signature of the person to whom it is delivered.—JOUR. S.G.L., pp. 6542, 6590.—C.]

FORM H.—SUBPCENA.

.....Lodge No.....I.O.O.F.

To.....

You are hereby notified and required to appear before the committee heretofore appointed to try the charges preferred by Bro.....at.....on the

.....day of..... 18....at..... o'clock.....of
that day, to testify as a witness therein on behalf of said
Bro.

By order of committee.

.....Sec. Com.

FORM I.—NOTICE OF FILING REPORT.

.....Lodge No.....I.O.O.F.

To..... 18....

SIR AND BRO.—Take notice that the committee heretofore appointed to try the charges preferred against you by Bro..... have this day filed their report thereon, which will be considered by the Lodge at the meeting to be held on the evening of the.....day of..... 18....

Yours in F. L. and T.,

.....Rec. Sec.

FORM J.—NOTICE OF APPEAL.

To..... Lodge No.....I.O.O.F.

Take notice that the undersigned hereby appeals from the action and judgment of this Lodge in the matter of charges preferred against him by Bro..... on the following grounds:—

1st. The evidence was insufficient to sustain such charges, or the report of the committee thereon, in this
(here insert wherein the evidence was insufficient.)

2nd. Errors committed at the trial, and by the Trial Committee, as follows: [*Here insert errors complained of.*]

Dated at.....the.....day of..... 18....

EVIDENCE AND WITNESSES.

1. The evidence competent to be admitted before the Committee on Trial shall be:—

a Parol evidence (*i.e.*, testimony of living witnesses before Committee).

b Depositions procured in the manner prescribed by the Sovereign Grand Lodge.

c Regularly certified minutes of the Lodge.

d Regularly proved documentary evidence. Hearsay evidence cannot be received. The Committee

will determine the admissibility of evidence offered, subject to exception by either party. The exceptions so taken shall be noted by the Committee upon its minutes.

2. Members of the Order shall testify under their obligations as Oddfellows, according to "Form G," to be administered by the Chairman of the Committee.

In case either the party making the charge or the party against whom the charge has been made, desires to have the evidence of any person not a member of the Order, the same shall be taken as follows :

The party giving the evidence shall make a statutory declaration of all the facts relating to the matter within his own knowledge, in the manner provided for the taking of statutory declarations by chapter 37 of the Statutes of Canada, 37 Victoria (1874), and to be taken before any of the persons therein authorized to take such declarations; and such declarations when so taken shall be received by the Committee appointed to try the case; provided always, that the party procuring such declaration to be taken, shall give to the opposite party forty-eight hours' notice in writing of the time and place where and when such declaration will be taken, and the party receiving such notice shall have the right to attend at the time and place appointed, for the purpose of asking such questions as he may wish of the party making such declaration, and the replies to such questions shall be embodied in the declaration; and in case such notice as is herein required shall not be given, such declaration shall not be received by the Committee in evidence. Should the party so notified not attend at the time and place appointed, the declaration shall be taken in his absence, and shall be received by the Committee as if the said party had been present.

3. Deposition of absent witnesses shall be procured by interrogatories and cross-interrogatories, in the form prescribed by the Sovereign Grand Lodge, subject to objection by either party, to be determined by the Committee.

4. The attendance of witnesses must be procured by the party desiring to call them.

5. Any member of the Order refusing or neglecting to give evidence or produce documentary evidence in his possession upon the application of the party requiring his testimony, shall then be required by the Committee to give such evidence, and if he shall refuse, after being so required by the Committee to give or produce such evidence, he shall be reported to his Lodge, which Lodge shall take such action as they may deem necessary to compel the production of such evidence.

RULES OF ORDER FOR LODGES SUBORDINATE TO THE GRAND LODGE OF ONTARIO.

I. As soon as the Presiding Officer shall have taken the chair the officers and brothers present shall take their respective stations; and the Lodge shall then be opened in ancient form.

II. The order of procedure after opening, shall be as follows:

1. The calling of the roll of officers.

2. The reading by the Secretary of the minutes of the last Lodge night; the consideration of any objections which may be made to any part thereof, and their approval, with or without amendment, as the case may require.

3. The consideration of any excuses which may be offered by absentees from previous meetings.

4. The receiving and consideration of any reports from the Visiting Committee, or from other brothers who may have to report the fact of any brother being sick or in distress.

5. The nomination or election of officers, on the evening designated for such nomination or election.

6. The receiving and consideration of reports of Committee on Character, and balloting thereon.

7. The initiation of candidates for membership.

8. The receiving of propositions for membership, and their reference to Committees on Character.

9. The receiving and consideration of any reports of officers of Standing Committees, which may require to be made in pursuance of the By-laws.

10. The receiving and consideration of any reports of Special Committees, in order of their seniority.

11. The reading and consideration of accounts and other communications in the hands of the Secretary.

12. Good and welfare: being *first*, unfinished business, in order of priority at former meetings; and *secondly*, new business.

13. — The closing of the lodge.

III. Any member offering a motion must do so in writing, if a request to that effect be made by the Secretary, the Presiding Officer, or the Lodge.

IV. No question shall be put by the Presiding Officer, unless regularly moved and seconded; nor be open for consideration until so put; and, when put, no other motion shall be receivable, unless it be a motion—

- | | |
|----------------------------------|-----------------|
| 1. To adjourn; | 4. To postpone; |
| 2. To lay on the table; | 5. To refer; or |
| 3. To put the previous question; | 6. To amend. |

These several motions, if made, shall have precedence in the order above stated, and the first, second and third thereof, shall be decided without debate.

V. The Previous Question shall be put from the Chair, only after it shall have been ascertained that the call therefor is sustained by a majority of the members of the lodge present, and shall then always be put in the words following: "*Shall the question be now put?*" which words shall be understood to have reference to whatever question may be pending immediately before such call for the previous question may have been made.

VI. If the vote of the Lodge, taken pursuant to such call for the previous question, be in the affirmative, the Presiding Officer shall thereupon forthwith put to vote the

question so pending, immediately before such call, and shall allow no amendment or further debate thereon; and if, on the other hand, the vote of the Lodge be in the negative, the Presiding Officer shall be thereby precluded from putting to vote, during the remainder of the current term, the question pending as aforesaid.

VII. Any member may require the division of a question, when the sense will admit of it.

VIII. When a blank is to be filled, the question shall first be taken on the highest sum or number, or longest or latest time proposed.

IX. The Yeas and Nays shall be taken and recorded on the call of any member, duly seconded.

X. After any question, except that of indefinite postponement or the previous question, may have been decided, any two members, having voted in the majority, may, at the same or next regular meeting, move for a reconsideration thereof; but no discussion on the main question shall be allowed upon such motion.

XI. Any question decided by the Lodge shall not again be brought before it, otherwise than by reconsideration, as provided in the foregoing rule, unless notice thereof shall have been given at the meeting immediately preceding; and such notice shall not be received during the term in which the question has been decided.

XII. Every member shall have the privilege of speaking twice on any question, but not oftener, unless by permission of the Presiding Officer.

XIII. Any Brother intending to speak on a question shall rise in his place and respectfully address the Presiding Officer, confining himself to the question, and avoiding personalities; and should more than one Brother rise to speak at the same time, the Presiding Officer shall determine which is entitled to the floor.

XIV. The Presiding Officer, or any member, may call a Brother to order while speaking; and, in such case, the debate shall be forthwith suspended, and the Brother so called to order shall not proceed until the point of order

thus raised be determined, nor speak upon such point of order unless it be to make necessary explanation or appeal from the decision of the Chair.

XV. In all cases where a member may appeal from the decision of the Chair, he shall use the words following, and none other, unless it be for necessary explanations: "*N.G., I respectfully appeal from the decision of the Chair to the Lodge,*" and the Lodge shall, after such explanation from the Presiding Officer as he shall deem necessary, proceed forthwith to consider and vote upon the question: "*Will the Lodge sustain the decision of the Chair?*"

XVI. Any Brother who may have been called to order for manifestation of temper, or improper feeling, must apologize to the Lodge or to any aggrieved party, if required to do so by the Presiding Officer, and shall not speak again on the pending question, except to explain or apologize, unless specially permitted to do so by the Presiding Officer.

XVII. The Presiding Officer of the Lodge may, at any time, require all members present to vote upon any pending question, or may excuse any member or members from so doing.

XVIII. Brothers, not members of this Lodge, may address the Lodge on receiving permission to that effect from the Presiding Officer.

XIX. No Brother shall retire while the Lodge is open, without the permission of the Presiding Officer.

XX. A motion to suspend or alter the Order of Procedure, as contained in Rule II. for the remainder of a meeting, may, at any time, be carried by a vote of not less than two-thirds of the members present and voting thereon; but no motion to suspend or alter such Order of Procedure for a longer term shall at any time be put to vote.

XXI. These rules, or any part thereof, shall only be altered, amended, suspended, or annulled (except in the case provided for by Rule XX), by action of the Grand Lodge of Ontario.

BY-LAWS.

ADOPTED 1885.

WITH AMENDMENTS ADOPTED FROM TIME TO TIME SINCE.

MEMBERSHIP.

1. One week's notice shall be given verbally in open Lodge, of intention to propose a Candidate for Membership.

2. No application for Membership shall be made known to any person, except a Member of this Order, until after the same shall have been determined favorably by election.

3. Application for Membership shall be in the prescribed form, and shall be accompanied by the sum of \$2, which sum shall be placed to the credit of the Candidate's initiation fee, provided he shall appear for initiation within thirteen weeks; otherwise such deposit shall be placed to the credit of the Widows' and Orphans' Fund; but, in the event of rejection, it shall be returned to the Candidate.

4. Candidates before being admitted into the Lodge, will be required to undergo an examination by the Lodge Physician, who must furnish a certificate of health, before the candidate is balloted for.

5. Every Brother, on his admission to the Lodge, shall sign an agreement to abide by its Constitution and By-laws, and to pay all legal demands against him, so long as he shall remain a Member thereof; and shall give his place of residence to the P.S.; and whenever he changes his residence he shall notify the P.S. of such change, or forfeit his claim to the attention of the Visiting Committee.

Amended

6. No Brother shall enter or retire from the Lodge during initiation or conferring degrees.

7. In balloting for Members, the ballot box shall be placed in full view of the N.G., and the result having been inspected by the N.G., the Warden shall proceed with it to the chair of the V G., who, having inspected the same, shall announce whether the ballot is favorable or unfavorable, and the N.G. shall declare the result to the Lodge.

MEETINGS.

8. This Lodge shall hold its Regular Meetings every Wednesday evening, from the 1st of April to the 1st of October at 8 o'clock, and from the 1st of October to the 1st of April at 7 30 o'clock. The N.G. may summon a Special Meeting whenever he shall deem it necessary, or when requested to do so by five members in good standing; provided always that not less than eight hours' notice of the time and object be given by the Secretary, by means of a written or printed circular, to every Brother residing in town.

9. Five members shall constitute a quorum for the transaction of business at any Regular or Special Meeting

10. No business other than that for which such Meeting may be specially called shall be discussed at any such meeting.

ELECTION OF OFFICERS.

11. Before proceeding to open the poll for an election of Officers, the N.G. shall appoint two Brothers of the Degree of Truth, in good standing, to be tellers, whose duty it shall be to guard the ballot box, to count the votes given, and to make return thereof to the N.G. and to the Lodge

12. In balloting for the Elective Officers of the Lodge, and for delegates to the Grand Lodge, or other Officers, when more than one Candidate is in nomination, the names of the respective Candidates shall be written upon the ballots, and the election shall, in other respects, be conducted as provided by the Constitution.

DUTIES OF OFFICERS.

14. It shall be the duty of the Junior P.G. to attend regularly the Meetings of the Lodge, to act as sitting P.G. for the term of six months; to deliver the charge of that Office at initiations, or to see that the same be done by a P.G. or N.G.; to register in a book, to be kept for that purpose, the name and residence of every widow, and the name, age and residence of every orphan child receiving benefits from the funds of the Lodge; to watch over their welfare and interest; to visit them, if residing in this place or within one mile thereof, at least once in each quarter, and oftener if necessary, to report their condition to the Lodge whenever occasion may require; and to perform all other duties pertaining to his Office.

14. It shall be the duty of the Noble Grand to preside in the Lodge; to enforce a due observance of the Constitution and By laws, and proper respect for the Grand Lodge; to see that all the officers of the Lodge and the Members of Committees perform their respective duties as enjoined by the respective Charges and Laws; to take care that all fines, not requiring a vote of the Lodge for their imposition, be punctually charged on the books of the P.S.: to exercise a vigilant supervision in regard to all irregularities subjecting Brothers to Fines or other Penalties, at the vote of the Lodge; to bring the same before the Lodge whenever known to him, without fear or favor; to take charge of the Charter of the Lodge, to have it always in the Lodge when in session; to summon Special Meetings whenever he may consider it necessary, or when requested to do so by any five members of the Lodge in good standing; to appoint all Officers and Committees, not otherwise provided for; to fill by appointment all vacancies occurring in Committees or in offices originally filled by his appointment; to examine the ballot box after every ballot for Members; to ascertain and announce to the R.S. the result of all ballotings and votes; to give the casting vote in case of a tie on any question, except those decided by ballot; to present a copy of the Constitution and By-laws to each Brother on admission; to ascertain from the P.S. his receipts since last Lodge night, and announce the same to

the Lodge; to cause the R.S. to invite Brothers to attend the Funeral of any Brother for whom the Lodge may be chargeable with a Funeral benefit; to take charge of such Funeral, in the absence of competent relatives; to receive the amount of and regulate the disbursements; to draw upon the Treasurer for all sums voted by the Lodge; or necessary for the payment of any benefits due under these laws; to act as Chairman of the Visiting Committee, and, in the absence of any Elective Officer or other Officer appointed by the N.G., he shall appoint a qualified Brother, *pro tem.*, to perform the duties of such Officer; he shall perform all other duties pertaining to his office, as prescribed by the Constitution, or By-laws of the Lodge, or by the Charges and Usages of the Order; and shall not make or second any motion, or take part in any debate while in the Chair, except in case of appeal from his decision.

15. It shall be the duty of the V.G. to assist the N. G., and, in his absence, to take his Chair, except during an initiation, visitation of Grand Officers, or other important occasion, when he may cause the same to be done by a P.G.; to appoint his own Supporters, and the Minority of all Committees on Character; to assist in examinations of the ballot at elections for membership; to act as a member of the Visiting Committee, and, whenever the N. G. is absent, to act as Chairman thereof; to take special charge of the door under the N.G., and to perform such other duties as are prescribed by the Charges of his office and the Usages of the Order.

16. It shall be the duty of the R.S. to keep an accurate record of the proceedings of the Lodge; to take charge of, and keep in safety, the Seal of the Lodge; to keep carefully and in good order, all Books, Papers, and other property belonging to his Office, and to deliver the same to his successor in like good order; to fill up all Certificates and Cards granted by the Lodge; to write and duly dispatch, and copy into the letter book, all Communications ordered by this Lodge, and to read the same at the next Regular Meeting, under the head of unfinished business; to punctually issue all notices required by order of

the N.G. or of the Lodge; to inform all Candidates of their election or rejection, when the proposer of such Candidate declines to do so, but without disclosing any other fact or circumstance connected therewith; to examine the Black Book in reference to all nominations for Membership, and acquaint the Committee on Character with the result of such examination; to fill out for the Chairman of such Committee a notice containing the names of the Committee, and also that of the Candidate and referees; to preserve and file all written resolutions, motions, accounts and reports, upon which action has been taken by the Lodge; to keep written up in good order, all books placed in his charge, and to carefully preserve all papers left with him; to attest all warrants for moneys ordered to be paid at regular meetings, with the seal of the Lodge; to advise the P.S. of all votes of the Lodge imposing any assessment, or imposing or remitting any fine; and also all fines otherwise incurred by any Brother; and shall, at the second meeting in each month, enter upon the minutes of the Subordinate Lodge a statement containing the name of every Brother who received Degrees at the last Degree Meeting, and also what Degree or Degrees he then received, and to record the same in a separate book; and perform all such other duties, consistent with his office, as may be required of him by the Lodge, or his Charge of Office.

17. It shall be the duty of the P.S. to keep just and true accounts between the Lodge and its members; to charge and collect punctually all Dues, Charges, Assessments and Fines; to notify every Brother by means of a written or printed circular, mailed to his address, at least two week's previous to the close of each quarter, of the amount of his arrears, and the amount of regular dues for the three months in advance; to call the special attention of every Brother owing dues for eleven or seventeen calendar months as the case may be, to the provisions of these Laws in such cases, by means of a written or printed notice to be mailed to his address; to advise the N.G., from time to time, of the names of all Brothers owing dues for twelve or eighteen calendar months, to the end that such

provisions may be punctually carried into effect; to receive all moneys due to the Lodge, and pay over the same forthwith to the Treasurer, taking his receipt for the same; to furnish the Lodge, at the first meeting in each term with a written statement of all moneys received by him during the past term; to have his books written up for the Finance Committee, within twenty-four hours of the last meeting in each term; to deliver up in good order, for his successor, all books, papers, and other property pertaining to his Office; to make out at the end of his term, for the Grand Lodge, a full return of the proceedings of the Lodge during the term.

18. It shall be the duty of the Treasurer to receive from the P. S. all moneys of the Lodge, and carefully take charge of and deal with the same, in such manner as may be required by the By laws of the Lodge or by any vote of the Lodge, duly passed in conformity therewith; to pay all warrants signed by the N. G. on account of benefits due under these laws, and also all other warrants signed by the N. G. and R. S., but none others; to keep a correct account of all moneys coming into his hands; to advise the P. S. punctually of the state of his books whenever the said P. S. may require the levying of an assessment under these laws; to lay before the Lodge a statement of its Receipts and Disbursements, at the first Regular Meeting in each Term; to have his books written up for the Finance Committee within twenty four hours after the last Regular Meeting in each Term; and to deliver up, when legally called upon, all moneys, bonds, papers, books and other property of the Lodge, which may be in his possession or charge, to his successor in office, or to any other Brother or Brothers whom the Lodge may appoint to receive the same. Prior to his installation in office the Treasurer shall give to the N.G. or V.G. or to the Lodge, as the case may be, a bond with two sureties, to be approved by the Lodge, for the term for which he may serve, subject to such penalties and on such conditions as, from time to time, may be prescribed by the Lodge.*

*Grand Lodge advises that the bonds of a Subordinate officer shall not be of private members, but of a guarantee company.—Journal of 1878, p 82.

19. It shall be the duty of the Warden to take charge of the Regalia and other property of the Lodge, except when a keeper is employed for that purpose; to act as Chairman of the Property Committee, and perform such other duties as are prescribed by the Charges of his Office.

20. The Chaplain shall assist in opening and closing the Lodge according to the requirements of his Office.

21. Every Officer who may be required to state his duties, or to deliver any charge, in the Lodge, shall commit his part to memory within four weeks after his installation.

DISMISSAL OF OFFICERS.

22. Any Officer, charged with official misconduct, may be suspended or dismissed from office, by a vote of two-thirds of the Brothers of the Lodge present and voting on any motion to that effect; provided always that he has first received a fair trial, according to clause 58 of the Constitution.

COMMITTEES.

23. The N. G., on the night of his installation, shall appoint (subject to the approval of the Lodge) the following Standing Committees, to serve for the current Term, viz: A Visiting, a Finance and a Property Committee.

VISITING COMMITTEE.

24. The Visiting Committee shall consist of seven Members, of whom the N. G. and V. G. shall be two, *ex officio*.

25. It shall be the duty of each Member of this Committee (on the day set apart for him) to visit every sick Brother of this Lodge, after receiving information of his illness (provided he be in this place or within one mile thereof) and to render him such necessary aid as the law provides or the Lodge directs.

26. It shall be the duty of the Chairman of this Committee to make such arrangements that sick Brothers of this Lodge (if within one mile of this place) shall be visit-

ed at least once each day, during their illness, by one or more members of this Committee; to keep a correct roll of the names of the Brothers in the order in which they were initiated, for the use of the Committee (the roll to be furnished by the Permanent Secretary) and, when circumstances require, it shall be the duty of each Member, on the day set apart for him to visit, to call upon so many of the Brothers in the order in which their names have been enrolled, as may be necessary to secure the attendance and services of at least two Brothers to watch nightly with sick Brothers.

27 It shall be the duty of each Member notified to attend the sick, to inform the N. G. at the same time such notice is given, whether he will attend or not, and when he is unable to attend, except for sickness, he shall be charged \$1, and his place supplied as in case of residents out of the place. Should any member not inform the N G. of his inability to attend, or neglect to attend after signifying that he would, then the Lodge, on motion, can order that he be fined an additional sum of \$1, as the circumstances of the case may permit, but in no case shall the member so notified be exempted from paying the fine of \$1, as specified in the foregoing part of this clause unless he was ill himself.

28. In the case of contagious or infectious diseases, it shall not be incumbent on members of this Committee to visit personally, or, of other Brothers to watch; and if attendance be required, the Committee shall employ a competent nurse, to be paid from the Funds of the Lodge.

FINANCE COMMITTEE.

28. The Finance Committee shall consist of three Members, whose duty it shall be to inspect, and report upon all accounts referred to them by the Lodge, at or before the Regular Meeting next following; and shall audit the books and accounts of the P.S. and T. at the end of each Semi-Annual Term, and make a written report thereon; also, a report in full of the Financial Affairs of the Lodge at the second Regular Meeting in each Term; to audit the accounts of all Officers or Committees charged with the receipt or expenditure of moneys of the Lodge.

PROPERTY COMMITTEE.

30. The Property Committee shall consist of three members, including the Warden—who shall be Chairman thereof—whose duty it shall be to take charge of all Regalia and other effects of the Lodge, not especially entrusted to particular Officers or to other Committees; to procure such articles as may be necessary, or as the Lodge may direct; to cause all repairs to be made to the Regalia, or other Lodge property, as to them may seem fit, or the Lodge direct; and to make a full, written report of their proceedings at the last Meeting in each Term.

31. This Committee shall in no case expend a greater sum in any one Term than \$10, without the consent of the Lodge in regular form.

COMMITTEE ON CHARACTER.


32. It shall be the duty of all Committees on Character, to ascertain, carefully, the age, state of health, profession, habits, and character of candidates referred to them; and to make report thereon to the Lodge at the next Regular Meeting.

DISMISSAL OF COMMITTEES.

33. Any Committee, or Member or Members of Committee failing to discharge their duties to the satisfaction of the Lodge may be discharged therefrom by vote of the Lodge to that effect; and every Committee, or Member or Members thereof thus discharged shall forthwith surrender, on demand to that effect, to the N. G., or such Brother or Brothers as the Lodge may appoint, all books, papers, moneys, and such other properties of the Lodge which may be in his or their hands.

ADMISSION FEES.

34. Every person admitted a member of this Lodge, by initiation or as Ancient Odd-Fellow shall pay an Entrance Fee of ten dollars (\$10), and every Brother admitted by Card, three Dollars (\$3).

35. Members joining this Lodge, at the age of twenty-one years, shall pay as quarterly dues \$1.00 per quarter, 

and for each year above that age, when joining, shall pay an additional two cents per quarter.

OTHER CHARGES.

36. The charges for Degrees in this Lodge shall be \$2.00 for each of the three Degrees. The amount of such charges shall be deposited in the hands of the P.S. before any brother can be balloted for to obtain a Certificate entitling him to receive such Degrees, but shall be returned by the P.S. should such Candidate be refused.

37. For every notice sent to a Brother in arrears, the P.S. shall enter on his books, and add to the amount to be stated by such notice as an arrear, a special charge of 5 cents. Such charges shall be held to be due and payable immediately on his being notified as aforesaid.

38. For every Visiting or Withdrawal Card there shall be a charge of 50 cents.

FUNDS.

39. There shall be carried to the credit of the Widows' and Orphan's Fund all moneys which, at the time of the passing of these By-laws, may be at the credit of the said Fund; one-fifth part of quarterly dues; all fines for neglect of duty; all donations and bequests which may be made thereto; and all Proposition Fees of accepted Candidates who do not appear for initiation within the required time; and all moneys raised by Assessment in aid thereof. All other moneys accruing to the Lodge, except such as may be provided for any special fund, shall be carried to the accounts of the General Benefit Fund.

ASSESSMENTS.

40. An Assessment may be made at any time the Lodge is in a condition to require it, by a vote of the majority of the members present at any regular meeting, notice having been given of such resolution, at two regular meetings previous.

INVESTMENT OF FUNDS.

41. All investments of any moneys of the Lodge, which the Lodge may not deem necessary to keep in the imme-

diate charge of the Treasurer, to meet ordinary disbursements, shall be made in and by the name of the Lodge (*if incorporated*), otherwise in the name of the Trustees of the Lodge, from time to time in such manner and with such security as the Lodge may require; provided always that no part of the Funds shall be loaned to any member of the Lodge. All evidences or certificates of such investments shall be kept by the Trustees, and all dividends, interest, or other income accruing therefrom shall be duly demanded and received by them, and the amount thereof paid over forthwith to the P.S. for delivery to the Treasurer.

42. All moneys of the Lodge, not invested as aforesaid, shall remain in the hands of the Treasurer, subject to the By laws and Orders of the Lodge.

43. No motion in any way relating to the investment of the Funds of this Lodge as provided by the By-laws, shall be put to vote at any Meeting, whether regular or special, unless two weeks' notice of such motion has been given by the mover; nor shall any motion for the appropriation of money (other than for the general purposes of the Lodge and for the relief of members of this or distant Lodges), be put to vote, unless two weeks' notice has been given, and a written or printed copy of such motion sent to the address of every available Member. Nor shall any such motion for the investment or appropriation of money be carried unless two-thirds of the Members present vote in its favor, provided though that when such motion on account of the expediency of such investment or appropriation as aforesaid is required to be made forthwith, it shall, with the consent of the acting N. G. and V. G. be put to vote at once; and be considered carried by a two-thirds vote of members present.

SICK BENEFITS.

44. Every Brother, who is a Member of this Lodge, for the space of six months, and is in good standing, if rendered incapable of following his usual or other attainable occupation by sickness or disability, not proceeding from drunkenness or other immoral conduct on his part, shall

Amended

receive a benefit during such sickness or disability at the rates following—that is to say: If he shall have attained the Degree of Truth, \$3 per week; if he shall have not attained the Degree of Truth \$2 per week; provided always that no Benefit shall be paid for less than one week's sickness or disability.

45. In the event of its being necessary under the By-laws for the Lodge to provide and pay for a nurse to attend upon any sick Member, he shall receive only one-half of the amount to which he would be entitled under the preceding By-law.

46. Whenever any benefit shall accrue to the account of a Brother, payment shall be required therefrom of such quarterly dues as may be chargeable to the close of the then current quarter.

47. If the Brother be a non-resident, it shall be necessary that a statement or statements of his case, setting forth the nature of his sickness or disability and the time of its commencement and duration, be transmitted to the N. G. of this Lodge, certified by the N. G. of the Lodge nearest to the place where he may be for the time resident or detained, and under the seal of such Lodge; or, if he be not near any Lodge, by a Justice of the Peace, a Clergyman or a licensed Physician, and such Brother shall thereupon receive the Benefit provided by the preceding By laws.

48. Any Brother not complying with clause 47, claiming sick benefits from this Lodge, must either produce a doctor's certificate or appear before the Finance Committee and satisfy them of the correctness of his claim.

49. No Brother, while under charges duly preferred against him on any matter pertaining to his right to Benefits shall be entitled to such Benefits, but if afterwards acquitted in due course, he shall then forthwith be entitled to receive any Benefit or Benefits, which, but for such charges, would have become payable to him, while the same were pending.

50. No Brother who shall be indebted in this Lodge to the amount of one quarter's dues shall become entitled

to any benefits until two weeks after such arrears shall have been paid in full.

51. No Brother shall be entitled to any Benefits for sickness commencing while under disabilities.

FUNERAL BENEFITS.

52. On the decease of any Brother in good standing in this Lodge, the sum of \$30 shall be allowed as a Funeral Benefit.

BENEFITS TO WIDOWS AND ORPHANS.

Amended
53. The widow of any deceased Member of this Lodge in good standing at the time of his decease, he having attained the Degree of Truth, shall receive from the funds of this Lodge a gratuity of fifty dollars. The widow of a Brother in good standing, having attained the Degree of Brotherly Love, shall receive the sum of forty dollars as a gratuity. The widow of a Brother in good standing of lower Degree shall receive the sum of thirty dollars as a gratuity.

54. Should any deceased Brother leave no widow, the said sum shall be paid for the benefit of his orphan child or children, if any there be under the age of fifteen, as the Lodge may direct.

55. Should the family of a deceased Brother be in need of a protector or guardian, the Lodge shall, to the best of its power, protect and assist them, and endeavor to place them in such a position as to enable them to be useful to themselves and to society.

RELIEF IN SPECIAL CASES.

56. Whenever it may become known that any Brother of this Lodge has been reduced to a state of pecuniary distress by any sudden or unlooked for dispensation, his case shall be referred to a Special Committee of three Brothers, whose duty it shall be to examine into the same, and report to the Lodge whether any and what sum in their opinion should be granted for relief, and it shall be competent for the Lodge, by a vote of not less than two-thirds of the Brothers present, to grant him any sum not exceeding \$50.

57. If a member of a distant Lodge apply for relief, on the presentation of his Card, his case shall be referred to the N.G., and two or more members who have attained the Degree of Truth, who shall examine him, and if satisfied they shall be at liberty to contribute at once a sum not exceeding five dollars. They shall report their action to the Lodge at the next Regular Meeting when, if necessary, such further sum may be voted as shall be deemed proper—not exceeding \$10.

FINES.

58. Any Officer of the Lodge or member of a Committee neglecting to perform his duty, and failing to give a satisfactory excuse, may be fined such sum as the Lodge may see fit, not exceeding \$2.

59. All fines incurred by Brothers, or imposed by the Lodge, shall be forthwith charged by the P. S. to the account of the Brother incurring them, and shall become due and payable, in all respects, as though they formed part of the Regular Quarterly Dues for the ensuing quarter.

SUSPENSION AND EXPULSION.

60. Any Brother being twelve calendar months in arrears, shall on due report thereof to the Lodge, be declared by the N.G. to be suspended from Membership; unless, on account of any special circumstances, the Lodge see fit by vote to determine a further term of payment, in no case to exceed three months.

61. Any Brother being eighteen calendar months in arrears, shall, on due report to the Lodge, be declared by the N.G. to have ceased to be a Member, unless on account of any special circumstances, the Lodge see fit, by vote, to determine a further term of payment, though in no case to exceed six calendar months.

62. Any Brother guilty of improper language or conduct in Lodge, or who shall bring charges against a Brother on evidence which the Lodge shall not regard as sufficient to warrant him in so doing; or who shall knowingly misrepresent the qualifications of any Candidate for admission,

amended

or who shall abuse or attempt to abuse in any way the benevolent intentions of the Order; or who shall be found guilty of fraud in any business transactions, or of other dishonorable conduct, or of habitual drunkenness or immorality, or of any infraction of the laws of the land, shall, after due trial according to Constitution be suspended from membership or expelled as the Lodge may by vote determine.

63. No Brother shall be permitted to appear in Lodge while under suspension from membership, nor until after he shall have paid up all dues to the Lodge charged or chargeable against him, as well during the term of his suspension as previous thereto.

Amended
64. If any member of this Lodge shall disclose the rejection of a candidate for initiation or for admission by Card, he shall be subject to expulsion or such other punishment as the majority of the Lodge may determine; and whenever such rejection occurs this clause shall be read to the Lodge.

REGALIA.

65. All officers shall wear the regalia of their respective offices while present in the Lodge, and all members the regalia of the highest degree they have attained.

DEGREES.

66. Applications for degrees shall be made in the Lodge while open in the third degree, and all balloting shall take place while open in the third degree.

67. On the rejection of any application for degrees, the charge obtained for the same shall be at once refunded, or placed to the Brother's credit as he may desire.

CARDS.

68. The Lodge may by vote grant a Visiting Card to any Brother in good standing on his paying up all dues accruing during the period for which such Card is desired including the fee for the Card. Withdrawal Cards shall be balloted for, after the applicant has paid all dues and charges to date—including the fee for the Card; and if a majority of white balls appear shall be granted.

REFRESHMENTS.

69. All spiritous, vinous and malt liquors shall be excluded from the Lodge Room, and ante-rooms, when under the control of this Lodge.

AMENDMENTS.

70. No motion to repeal, suspend, or amend these By-laws, or any part thereof, shall be put to vote until the same shall have been read in Lodge at three consecutive Regular Meetings, nor shall the consideration of, or voting upon any such motion be postponed after such third reading, unless by a majority vote of the Lodge nor shall such motion be declared to prevail, unless upon the final division thereon, two-thirds of the brothers present and voting, shall vote in favor of it.

CONTINGENT FUND.

71. RESOLVED, That each Member shall pay half-yearly the sum of twenty-five cents for the formation of a Contingent Fund, for the purpose of providing for Social Entertainments.

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AMENDMENTS TO BY-LAWS.

The following amendments to By-Laws have been adopted, and approved by Grand Lodge:—

4. “After the word “health,” in the third line insert:—“On the form provided by the Grand Lodge.”

41. Strike out the word “Lodge” in the 7th line, page 35, and insert the word “Order” instead.

44. Add to this clause the following:—“A member admitted on an unexpired withdrawal card shall be entitled to benefits immediately upon admission to membership. No Brother residing within the jurisdiction of this Lodge shall be entitled to the above benefits unless the Lodge has been notified on or before the eighth day of his illness.”

50. After the word “of” in the second line, insert the words “more than.”

53. Add to this clause:—“The above to be paid within sixty days after reasonable proof of death.”

60. After the word “Membership,” at end of third line insert:—“He having been first notified of the action that would be taken, a record of which must be entered on the minutes.”

64. After the word “shall” in the third line, insert:—“After the trial.”

